

VTCT Performance Table Qualification Webinar Part 2 – FAQs

Delay or Estimate?

Your centre can decide to either estimate the learners' grades for all remaining assessments components they were unable to complete, or delay the learners. If learners are delayed they would return to the centre and complete the qualification as normal using the autumn contingency windows.

How long do we have to complete any delayed qualification?

There are currently no deadlines.

Will the process for claiming overall certification change this year?

Core processes such as registration and certification will remain 'Business As Usual' throughout this extraordinary period.

When will we know if estimated grades have been accepted and how long will we have to submit evidence?

For examined or externally moderated units, the results will be released on the published embargoed and general release dates shown in the key dates documents. Externally verified units will be confirmed once the quality assurance process has been completed and your EQA confirms that you may submit your claim for certification. The indicative timeline for this QA activity is June to August, so there will be no deviation from the standard timelines that you are used to.

AM20530 - what happens to the schedule and work uploaded for the May window?

Schedules that have already been made for the May and June 2020 windows have been cancelled and any evidence submitted for the externally moderated units for the Technical Award has been archived. These schedules would have been for the external examinations or for external moderation. The new Covid-19 window will be the vehicle to schedule and submit estimated grades for external examinations and externally moderated assignments.

Do we need to submit an overall grade estimate for each student or just the unit estimates?

Centres will only be required to estimate grades for each of the assessment components that learners are being estimated for, centres do not need to estimate the overall qualification grade. A centres internal quality assurance process for estimated grades must incorporate an analysis of the cohorts overall qualification grade profile before submitting the estimated grades to VTCT.

Is an overall ranking required or should learners be ranked within each grade?

Learners will need to be placed in rank order within each of the grade boundaries, for each of the assessment components. So for example, if there are 5 pass learners and 3 merit learners for a unit, the pass learners will need to be rank ordered 1-5 and the merit learners will be rank ordered 1-3, with 1 being the most secure learner at that grade.

How will the re-opening of schools and colleges impact on the grade estimation process?

Many learners will have missed out on a significant period of learning which will have impacted their readiness to take an assessment. Suddenly moving away from the mitigation approach would create greater unfairness. If there is capacity to administer assessments when centres open up, priority should **not** be given to assessing learners who are entitled to receive an estimated grade, but rather to learners who will not otherwise be able to receive a result

What will happen for year 11 learners who did not appear on the allocation phase 1?

If you had planned for these learners to sit assessment components in the summer 2020 window, please can you contact customersupport@vtct.org.uk - you will need to schedule these learners in the COVID 19 Summer 2020 window to enable you to upload their estimated grades.

How do we deal with the Level 1 NVQ that appears in the calculated grade category but doesn't appear on the PTQ submission list?

Level 1s are not classed as performance table qualifications, so are not part of this strand of activity. VTCT will release further details of the process required for Level 1 qualifications shortly.

What happens with learners shown as being on historical courses which have now been completed?

There may have been some learners prepopulated on the Phase one learner profile data collection web form from previous cohorts that were not formally withdrawn with VTCT. If this is the case you will need to categorise these learners into the 'Withdraw' category. If any learners are left unallocated to a category the data will show as an error.

How does this work for learners on the combined hairdressing qualification undertaking Level 2 one year and Level 3 the next?

They will be classed as in-flight learners so you may decide to estimate for the Level 2 units and exams that the learners planned on completing in summer 2020.

What happens to learners who were unable to take their scheduled exams in March?

If your centre has decided to estimate for these learners you will need to schedule those who were due to sit external examinations in the March window, into the new COVID 19 Summer 2020 window. Guidance on how to schedule the learners for the COVID 19 Summer 2020 window will follow shortly.

Do learners whom we have identified as estimated have to take the remaining external exam?

The decision to delay or estimate a learner lies with the centre. If you had planned for your learners to complete the assessment component in the summer 2020 window, your centre can decide to either estimate the learners' grades for the assessment component they did not get a chance to complete, or delay the learners. If you decide to estimate for the learner they will not be required to undertake any assessment components for the qualification. If the learners are delayed they would then return to the centre and complete the qualification as normal using the autumn contingency windows.

For AM20530 do I need to schedule for the research assignments?

If the centre has planned to estimate grades for assessment components for the Technical Award (AM20530) that learners planned on completing in the May 2020 window they will need to be scheduled in the COVID 19 summer 2020 window. This includes the external examination and the mandatory and optional assignment units, where applicable. Just to confirm that when we have discussed externally moderated assignments we are referring to the assignments for the Technical Award (AM20530), as these are internally and externally moderated. Learners who have resubmitted assignments to try and improve their grades will also need to be scheduled in the COVID 19 summer 2020 window.

When will we receive estimated grades forms?

VTCT will be publishing the COVID 19 centre grade estimation forms for the performance table qualifications shortly. Please check the website regularly, they may be available before we send communications to centres.

Can I estimate some components and delay others?

You cannot decide to estimate some components and delay others. You will need to make a decision based on the principles of grade estimation and minimum threshold of evidence as to whether to estimate or delay the learners. If you decide to delay your learners they would then return to the centre and complete the qualification as normal using the autumn contingency windows.

What sort of evidence can we use?

The judgement on the suitability of this evidence lies with the centre, however, it should be aligned with the principles of grade estimation.

When will I hear from my EQA?

VTCT are in the process of allocating EQAs to centres, so you should hear from them shortly.

If students complete in autumn, will they have to wait until summer 2021 to receive their qualification?

For examined components, please refer to the 'Key Dates' document on the documents page of the website for the qualification. This includes the dates for release of results for the autumn contingency windows which will support the completion of your delayed learners.